

**MINUTES OF THE
IMPROVEMENT & SERVICE COMMITTEE
Wednesday, October 28, 2015
ROOM 207, CITY HALL
6:00 p.m.**

MEMBERS: Brian Danzinger, Joe Moore, David Nennig, Jerry Wiezbiskie

1. Approval of the minutes from the regular meeting on October 14, 2015.

A motion was made by Ald. Nennig and seconded by Ald. Wiezbiskie to approve the minutes from the regular meeting on October 14, 2015. Motion carried.

2. Approval of the agenda.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to approve the agenda. Motion carried.

3. Request by Daina Belfeuil, resident of 947 Velp Avenue has been displaced due to a fire, and is asking for additional on-street overnight parking exemptions in front of her mother's residence at 127 Woodlawn Avenue to expire on December 31, 2015.

Ms. Belfeuil was living at 947 Velp Avenue until she was displaced by a fire. She is temporarily staying with her mother at 127 Woodlawn Avenue. Ms. Belfeuil has been in contact with the Parking Division regarding overnight parking. Parking Division has been working with her and not ticketing her vehicle. Her apartment building is scheduled to be move-in ready by December 15, 2015. Department of Public Works (DPW) recommends granting Ms. Belfeuil additional parking exemptions in front of 127 Woodlawn Avenue to expire on December 31, 2015.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to approve the request by Daina Belfeuil, resident of 947 Velp Avenue has been displaced due to a fire, and is asking for additional on-street overnight parking exemptions in front of her mother's residence at 127 Woodlawn Avenue to expire on December 31, 2015. Motion carried.

4. Request by Apple Tree LLC to install streetlights on the following streets, Indigo Bluff Drive, Peppergrass Drive, Peppergrass Court, Purple Sage Drive, Mayapple Drive and Mandrake Drive within The Preserve Subdivision.

Director Grenier referred the Committee members to the map included in their packets (Attachment #1). The proposed lights are shown as red circles on the map. The portion of the subdivision west of Bedford Road is being developed by Appletree LLC, and the area east of Bedford Road is being developed by Radue Homes. Street lights are typically installed in new subdivisions gradually as it fills with new homes. Appletree LLC has prepaid the cost of the lights in their part of the subdivision as part of their development fees. The lights in the portion of the subdivision being developed by Radue Homes are being covered by the City. The process of getting the lights installed includes the developer requesting the lights, DPW receiving approval to enter

into a contract with Wisconsin Public Service (WPS), executing the contract with WPS, and then installing the lights. DPW is requesting authorization to enter into a contract with WPS to install ten (10) streetlights.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the request by Apple Tree LLC to install streetlights on the following streets, Indigo Bluff Drive, Peppergrass Drive, Peppergrass Court, Purple Sage Drive, Mayapple Drive and Mandrake Drive within The Preserve Subdivision. Motion carried.

5. Request by Ald. Tim DeWane to consider a re-use day, four times a year, where people can put items, such as windows, metal doors, cabinets, etc., out to the curb for pick up.

Ald. Nennig stated that Ald. DeWane had contacted him to request that this item be held for discussion at the next Improvement & Service Committee meeting.

A motion was made by Ald. Nennig and seconded by Ald. Wiezbiskie to hold the request by Ald. Tim DeWane for discussion at the next Improvement & Service Committee meeting to consider a re-use day, four times a year, where people can put items, such as windows, metal doors, cabinets, etc., out to the curb for pick up. Motion carried.

6. Request by Ald. Nicholson for a street light at 2470 VanBeek Road.

Director Grenier referred the Committee members to the map in their packet. The streetlight spacing in this neighborhood does not meet the City's standard spacing. The City has performed trimming of the tree canopy in this area of the City to improve coverage of the existing streetlights. DPW is proposing to add one (1) 9,000 lumen streetlight in the location shown on the map. The location shown on the map was determined to be the most practical location. The recommended location is between 2475 and 2479 VanBeek Road, and not at 2470 VanBeek Road as proposed by Ald. Nicholson. City policy is to place streetlights on alternate sides of the streets. DPW is requesting authorization to enter into a contract with WPS to install the streetlight as shown on the attached map (Attachment #2).

A motion was made by Ald. Wiezbiskie and seconded by Ald. Nennig to approve the request by Ald. Nicholson for a street light at 2470 VanBeek Road. Motion carried.

7. Request by the Department of Public Works to revise language of Section 9.21 (2) of the Code to exempt excavation within the right-of-way for the purpose of sidewalk construction or replacement and include requirement for permits within recorded municipal easements.

The existing Ordinance is confined to excavation or occupancy in the right-of-way. The City also has easements and they are not included as part of the right-of-way. Past practice has been to not require excavation permits for new sidewalk or repair/replacement of existing sidewalks. An excavation permit has a base fee of \$50.00 with an additional amount based upon the size of the excavation.

DPW proposes to modify section 9.21(2)(a) by adding the sentence "The provisions of this section shall not apply to the construction or replacement of public sidewalks." Paragraph (7) would be added to the end of the section, "(7) The provisions of this section shall also apply to recorded easements held by the City whenever and wherever the term "right-of-way" is used herein."

A motion was made by Ald. Nennig and seconded by Ald. Wiezbiskie to approve the request by the Department of Public Works to revise language of Section 9.21 (2) of the Code to exempt excavation within the right-of-way for the purpose of sidewalk construction or replacement and include requirement for permits within recorded municipal easements and forward the revisions to the Law Department to place into final ordinance format. Motion carried.

8. Request by the Department of Public Works to revise language of Section 9.26 of the Code to include a requirement to obtain an oversize/overweight permit from the Department of Public Works for loads traveling on City Streets which exceed legal length, width, and weight limits established by the Wisconsin Department of Transportation.

City Ordinance 9.26 currently references heavy construction equipment as being prohibited on certain City streets unless the Director has issued a permit. The change to the ordinance will remove the "construction" reference so that all heavy equipment is required to get a permit to traverse on a City street. A statement will be added to the end of the Ordinance specifically adding Implements of Husbandry and Agricultural Commercial Motor Vehicles.

Currently Ordinance 15.66 is the only ordinance section that references oversize/overweight loads. Section 15.66 relates to moving structures (homes) on city streets. The Section 15.66 language will be modified by removing references to buildings and replacing it with the word "load" and be included in Section 9.26 as Section 9.265. The permit will require a bond and proper insurance on file before the permit can be issued. These types of permits are issued frequently. The draft language will be forwarded to the Law Department to be placed into final ordinance format.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to approve the request by the Department of Public Works to revise language of Section 9.26 of the Code to include a requirement to obtain an oversize/overweight permit from the Department of Public Works for loads traveling on City Streets which exceed legal length, width, and weight limits established by the Wisconsin Department of Transportation and to forward the revisions to the Law Department to place into final ordinance format. Motion carried.

9. Discussion and possible action regarding Wisconsin Act 377 regarding Implements of Husbandry traveling on City streets.

Part of Act 377 was to adopt new weight limits which are different than the weight limits currently in place. DPW recommends that staff should prepare a draft resolution that addresses Act 377 for approval at the next Improvement & Service Committee meeting. The resolution will adopt the new weight limits of Act 377 and the City will respond to permit applications when they are submitted.

Ordinance 9.26 will be modified to include Implements of Husbandry and Agricultural Commercial Motor Vehicles. Currently the City has adopted use of the State's Single Trip Permit Form with slight modifications. There are not a lot of these permits issued. There is no fee required for the permit. The permit will designate a route for the trip. DPW staff reviews the route with the applicant and both parties agree to a final route for the move. Passage of Act 377 was recent and most local municipalities have not adopted a policy in regards to the Act. Violation of this ordinance would be enforced by issuing a citation. Once the draft resolution is approved, DPW will forward a copy to the State. The City has a deadline of November 30, 2015 to submit a copy of the resolution to the State. The single trip permit can be issued for a specific day or a range of days can be specified on the permit.

A motion was made by Ald. Moore and seconded by Ald. Wiezbiskie to approve the draft revisions to Section 9.26 of the Code due to Wisconsin Act 377 regarding Implements of Husbandry traveling on City streets as amended and to forward the revisions to the Law Department to place into final ordinance format. Motion carried.

10. Application for a Tree & Brush Trimmer License by J & D Services.

J & D Services has not held a Tree & Brush Trimmer license with the City during the last five years. DPW staff has performed a reference check and recommends approving the license application of J & D Services.

A motion was made by Ald. Wiezbiskie and seconded by Ald Nennig to approve the application for a Tree & Brush Trimmer License by J & D Services. Motion carried.

11. Director's Report on recent activities of the Public Works Department.

Director Grenier is pleased to announce that on Monday, November 2, 2015 Jessica Peterson will be filling the vacant Special Projects Engineer position. The Engineering Department will be fully staffed again.

Operations Division has completed the second round of leaf collection.

Kurt Schroeder, the trapper hired by the City, is having good success removing muskrats from the City's storm water facilities. So far he has trapped 74 muskrats and 4 mink.

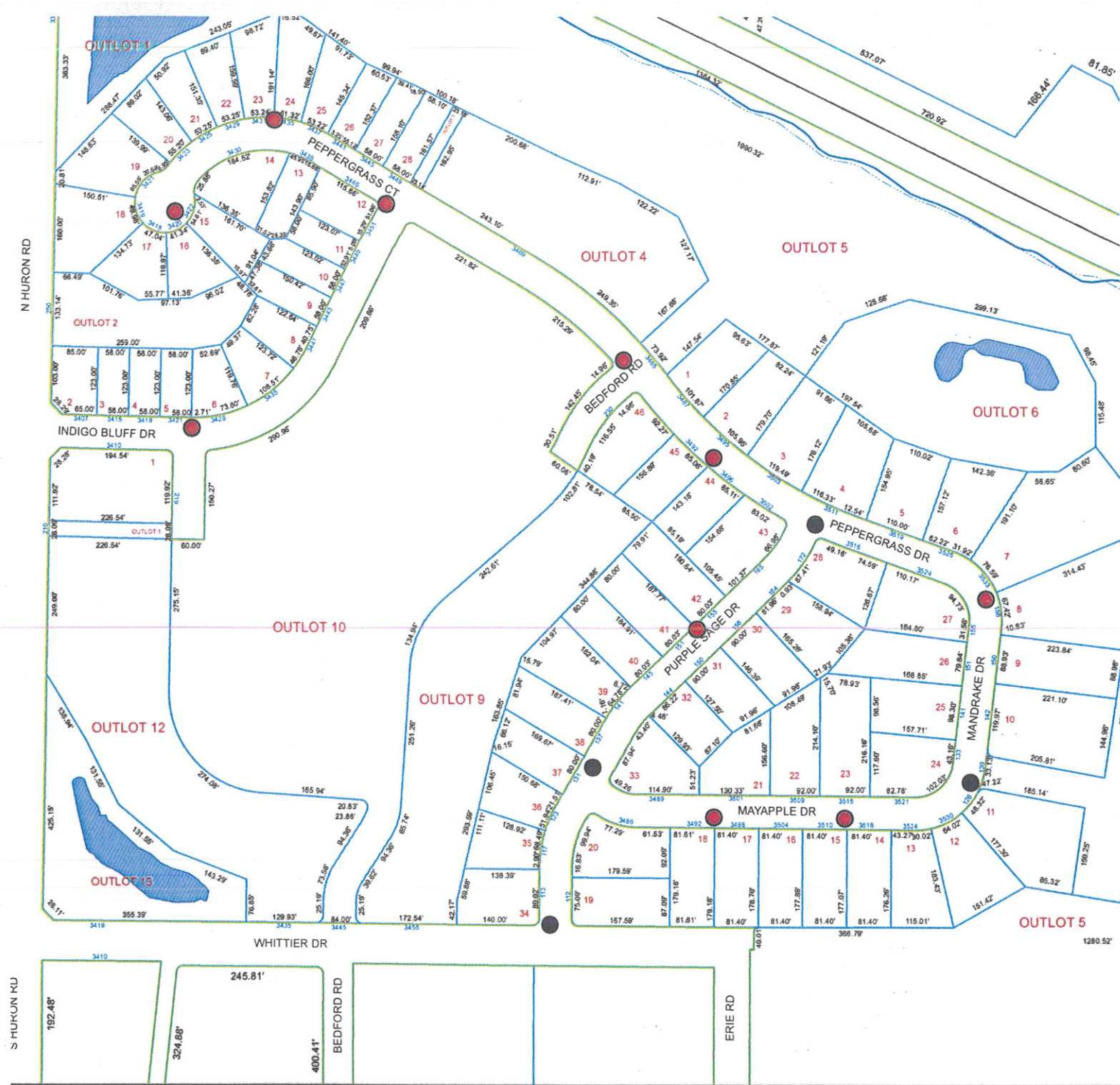
Operations Division is starting preparations for the conversion from leaf collection to snow removal. Forecasters have mentioned the possibility of snow flurries in the near future. Typically, at this time of year, there is no accumulation due to roadway temperatures being above freezing.

DPW has worked with the IT Department on converting the Power Point Presentation on "What to Expect this Winter" to a video. The video will be used as a public announcement and will be posted on the City website, the City's Social Media and You Tube channels.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to receive and place on file the verbal Director's Report on the recent activities of the Public Works Department. Motion carried.

A motion was made by Ald. Wiezbiskie and seconded by Ald. Moore to adjourn the meeting. Motion carried.

Meeting adjourned at 6:55 p.m.



- Existing 9,000 Lumen LED streetlight installed in 2014
- Proposed 9,000 Lumen LED Streetlight locations

